

Council Meeting
July 11, 2016
7:00 p.m.

The regular meeting of Mayor and Council was held on the above date and time with Council members Carrow, DeBenedictis, Dias, and Fletcher present with Mayor Letterman presiding. Town Foreman Hurlock, Chief Hill, Recording Secretary Sue Muncey, Tom Watts, Les Bartlett, and Brooks Banta were also in attendance.

1. **Call to Order** - Mr. Letterman called the meeting to order at 7:00 p.m.
2. **Pledge to the Flag** – Mr. Watts led the Pledge of Allegiance.
3. **Special Presentation** – Mr. Banta spoke about Mr. Carrow’s retirement from the Delaware State Police - KentComm. He presented Mr. Carrow with three pictures of the Town of Clayton in 1910. These are the only ones in existence. Mr. Letterman presented Mr. Carrow with a framed Resolution naming July 11, 2016 “William R. Carrow II Day”.
4. **Approval of Minutes** –
Mr. Dias made a motion to approve the Town Council Meeting minutes of June 13, 2016, Public Meeting of June 6, 2016, Public Meeting of June 13, 2016, and the Economic Development Committee Meeting of June 29, 2016. Mr. Fletcher seconded the motion. Motion carried unanimously.
5. **Communications** – No communications to report.
6. **Report of the Chief of Police** –
Mr. Hill stated there will be a Departmental Meeting on Thursday, July 14, 2016 at 9:00 a.m. This will include inspections and evaluations. A Public Safety Committee Meeting will be held on Wednesday, July 20, 2016 at 6:00 p.m. to discuss the police contract and school resource officer.
7. **Report of the Town Foreman** –
Mr. Hurlock gave an update on the purchase of a Public Works building. An environmental issue is being investigated. When the underground storage tanks were removed no samples were taken. Mr. Letterman stated the wells have been tested. Mr. Hurlock stated there is a record of the tanks being removed.
8. **Report of the Town Solicitor** – Town Solicitor was not present at the meeting.
9. **Report from Inspections/Enforcement** –
Mr. Hurlock stated activity is going on in the developments. Mr. Letterman asked what phases the developments were in. Mr. Hurlock stated Providence Crossing is in its final phase. There are 20 lots left in Huntington Mills. Old Country Farm is in its first phase. The developer has

obtained a permit to demo the house. Ms. DeBenedictis asked how many lots there were. Mr. Hurlock stated 420.

10. Reports from Members of Council

- a. Report from Electric Committee** – Ms. DeBenedictis stated there was an electric glitch with the storm. It went off and came right back on.
- b. Report from Street Committee** – Mr. Fletcher had no report.
- c. Report from Water & Sewer Committee** – Mr. Fletcher reported on Friday, July 8, 2016 a car ran into the fire hydrant by Halko. This was fixed today.
- d. Report from Equipment Committee** – Mr. Hurlock stated the purchase of the electric truck will be put on the August agenda. The research has already been completed.
- e. Report from Personnel Committee** – Mr. Carrow stated there will be a Personnel Meeting on Wednesday, July 27, 2016 at 7:00 p.m.
- f. Report from Police Committee** – Mr. Dias had no report.
- g. Report from Budget Committee** – Mr. Fletcher had no report. Mr. Letterman stated the previous chair wanted to have a six month review. Mr. Letterman would like this scheduled in August. Mr. Fletcher will set this up.
- h. Report from Economic Development Committee** – Ms. DeBenedictis stated she was not at the last meeting. Mr. Carrow reported the committee discussed the town clock and location for said clock. The next meeting is scheduled for Tuesday, July 26, 2016 at 7:00 p.m.
- i. Report from DEMEC** – Ms. DeBenedictis stated there was no meeting last month.
- j. Report from Board of Adjustments** – Mr. Hurlock stated there was no business.
- k. Report from Planning & Zoning Committee** – Mr. Watts stated a public hearing was held prior to the Council Meeting and they are working on updating the sign ordinances.
- l. Appeals Board** – Mr. Hurlock stated there was no business.

11. Unfinished Business – There was no unfinished business.

12. New Business

- a. Discussion and Possible Motion to Amend the Town Pet Ordinance, Section 2.2-5** – Mr. Letterman stated there is a report of a pig and chickens in town. The Town Ordinance discusses domesticated pets. The Zoning Ordinance spells out what kind of pets are restricted. This will be sent to the Town Solicitor to mirror the Town Ordinance and the Zoning Ordinance. The first and second readings will be held accordingly.
- b. First Reading of Zoning and Subdivision Ordinance Changes** – Ms. DeBenedictis read the first reading. Mr. Letterman stated the second reading will be done at the next Council Meeting and a motion will be put in place.

13. Public Forum – Mr. Banta gave Mr. Carrow a pin during the public forum.

14. Adjournment – Mr. Letterman asked if there was any further business. He asked for a motion to adjourn.

Mr. Carrow made a motion to adjourn the meeting. Mr. Dias seconded the motion. Motion carried unanimously. Meeting was adjourned at 7:29 p.m.

Recording Secretary,

Sue Muncey